



**Town of Arlington, Massachusetts**  
**730 Massachusetts Ave., Arlington, MA 02476**  
**Phone: 781-316-3000**

**webmaster@town.arlington.ma.us**

## Capital Planning Minutes 11-07-2000

**NOVEMBER 7, 2000 (Revised)**

In attendance were:

- \* Steve Andrews
- \* John Bilafer
- John F. Britt
- \* John FitzMaurice
- \* Charles T. Foskett, Chairman
- \* Nancy T. Galkowski
- \* Anthony T. Lionetta
- \* A. L. Minervini

Barbara Thornton

**Meeting with New Manager:** The Committee welcomed Mr. Phillip Farrington to its meeting. Charlie F. noted that the CPC is the manager's committee. Phil F. stated his desire for the Committee process to continue as it has.

**Key Discussion Issues:** The Committee discussed the Maintenance Committee, the Facilities Master Plan, Accounts, the Fire Study, and Records Retention. The intention was to give the Town Manager an overview of these Issues and the CPC's views on them. The Town Manager thought that the Master Plan was a good idea.

**Maintenance Committee:** The discussion on the Maintenance issue noted that the Committee set up by the Town Meeting has not as yet initiated its activities. Charlie F. is to make contact with the Town Moderator on this matter. On the issue of a "set aside" for maintenance, Phil F. noted examples in Stoughton, where funds were budgeted for specific individual buildings.

**Records Retention:** Some departments are more advanced than others in the implementation of Records Retention. It may be that a stronger policy should be established for this.

**Review of Public Works Subcommittee:** Tony L. reviewed the Subcommittee's second meeting with R. Bento. Reference is made to a separate memorandum for details. Relative to the Menotomy Rocks Park wall request, the subcommittee will make contact with the Friends. Also noted is that the project will soon be out to bid.

**Next Meeting:** November 21, 2000